

The regularly scheduled meeting of the Sheffield Township Supervisors was called to order by Chairman, Jay Fitch at 7pm with the pledge of allegiance at the Sheffield Food Pantry with the following in attendance:

Supervisors: Jay Fitch and Nathan Lindberg
Secretary: Kristi Kulka
Roadmaster: Ian Lester
Guests: Glenn Weaver, Rick Petruney and Township Librarian Alexis McAvoy

Township Librarian Alexis McAvoy was present showing the Supervisors what she has done with the library in just 1 year. She has added so many new programs which brings new patrons to the library as well as an outreach program at the Ruth M. Smith Center Day Care during the winter months. Supervisor Fitch stated that she has been a very welcome addition to our township, a fresh face.

Rick Petruney asked what the plans for Keystone Avenue and Mill Street for paving or tar and chipping are this coming season. Supervisor Fitch stated that we will be reviewing all the roads during the spring road inspection, but some paving will be done along with Spicer Road project. He stated that Pickering Street for sure will be done and we will get a handle on what is needed most and prioritize the streets.

Glenn Weaver of Henry's Mills Road was present asking about the lower end of Henry's Mills Road at the 666 side be plowed and anti-skidded. Supervisor Fitch stated that we have posted this road "No Winter Maintenance" and will only be coming down to take care of the end of the road, where PennDOT plows the snow in when we have a significant amount of snow, but only then. Mr. Weaver thanked him.

With a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried the Minutes of the January 6, 2020 Re Organizational Meeting and the Bills for Approval in the amount of \$15,586.38 were approved and placed on file at the township office.

Resolution No 496 is declaring our intent to follow the schedules and procedures for disposition of records manual approved on December 16, 2008 by the state of PA and Resolution No 497 is for the approval of the disposition of all allowable records dated 2013 and prior in the General Fund, Light Fund, Fire Fund, Sinking Fund #1 and State Liquid Fuels Fund were both passed with a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried. These Resolutions are needed in order to abide by the Right to Know laws.

Bob Bell from PennDOT's bridge division will be attending our next meeting on February 3 to discuss the replacement of the bridge at the bottom of Roystone Hill on Route 6. He stated that this will be a 1-week job with a 37- mile detour.

District Magistrate Ronald Zydonik has sent us Hearing Notice for the following violation:

- Ethel Eck, 12 1st Mill Street Junkyard and Nuisance Ordinance at 1:15PM
- Michael Akers for 4582 Route 6 for Junkyard and Nuisance Ordinance at 1:30PM
- K. Devore Rental Properties, LLC for 27 1st Mill Street for Junkyard and Nuisance at 1:45PM
- Dennis R. Snyder for West Main Street for Nuisance and Junkyard at 2:00PM
- Sharon Woge for 12 Willow Street for Vegetation Ordinance Violation at 2:15PM
- Scott Holcomb for 26 1st Mill Street for Vegetation Ordinance Violation at 2:30PM

K. Devore Rental Properties has been removed from the list, pictures taken currently show the property to be all cleaned up, Ethel Eck and Scott Holcomb also has been removed. Pictures are on hand for review, but these properties are both cleaned up as well. Solicitor emailed new violation list reflecting these changes and the magistrate office has been contacted to cancel the hearings for the Devore, Eck and Holcomb properties. The date of the hearings is Thursday, January 23, 2020.

JANUARY 21, 2020

We received Certificate of Occupancy from The City of Warren for Taylor Diversion Programs Inc of 6988 Route 6 who have changed their construction from a B to an R-3, which is a business to a Residential 3 which means it's a residential occupancies where the occupants are primarily permanent in nature and also a certificate of occupancy for the Shaw House for their storage shed and roof on back porch.

Green Light Go grant was submitted on January 10th. It has been received and there is an issue with a TSAMS requirements. Traffic Signal Asset Management System is what this stands for. Kristi is working with Bruce and Merrilles for answers.

PSATS Convention registrations and Hotel reservations have been made for the supervisors and the secretary for May 3-6th. Our May 4th meeting will need to be re-scheduled or cancelled due to the convention. We can have only meeting in May on May 18th.

Heather Wilcox of Warren County Conservation District has contacted the office about the Spicer Road Project. She is asking to have our engineer put together the bid packet and making sure we have a place for the 51 triaxle loads of bank and soil. Supervisor Fitch stated that Mr. Erzen is still very much interested in this product and would be close to the project area. Jeff Holcomb has begun to put together the bid packets together utilizing the Henry's Mills Road bid packet, which he put together using PennDOT paperwork.

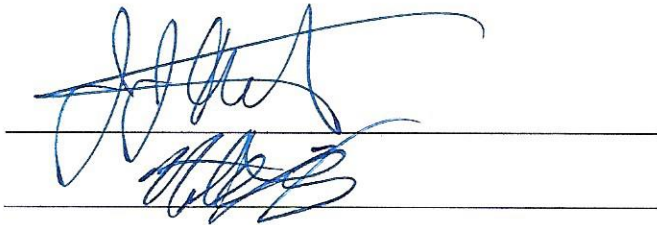
With a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried Solicitor Andrea Stapleford is our signing agent for the purchase of 8 Leather Street.

The list of township officials with their terms was received from the voter register's office and we have a vacancy for an auditor. We will need to fill this and appoint this person.

Other matters discussed:

- Curtis Oil will be drilling in Howe Township.
- We received the title for the 2016 truck, loan was paid in full in December.
- Today was the Redevelopment Authority Meeting and 20 1st Mill Street was listed as New Business on the agenda for Sheffield Township.

There being no further business the meeting was adjourned at 7:19pm with a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried until Monday, February 3, 2020 at 7pm at the Sheffield Food Pantry.


Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS